

Sutovic & Hartigan

SOLICITORS

Immigration & Asylum (IAAS Accredited) Level 2 Caseworker/Paralegal

Job Description:

We are currently looking for an experienced Level 2 Accredited Immigration Caseworker/Paralegal with comprehensive and complementary expertise of dealing with the full range of immigration and asylum work (including asylum, human rights, PBS, sponsor licensing, and appeals); both publicly funded and privately funded.

Key Skills Required:

In order to be successful, you must be registered with the Law Society as an Immigration and Asylum (IAAS) Level 2 Senior Caseworker, have excellent knowledge of immigration and asylum law and be abreast of the legal developments in these fields.

The Immigration Caseworker/Paralegal we are keen to recruit should have excellent oral and written communication skills, be bright, have a keen eye for detail, be proactive and demonstrate good judgment.

You will have conduct of your caseload comprising of immigration and asylum cases and will work both on privately and publicly funded cases. It is anticipated that the successful applicant be able to work both independently and under the supervision of a Supervising Solicitor.

This position may lead to a training contract (and may include the granting of time to count) after usually, depending on the individual, a minimum of 6 to 12 months' satisfactory service.

Salary:

Competitive based on experience.

Job type:

Permanent

Interested candidates should email their CV and covering letter to humanresources@sutovichartigan.com. Entitle your email: "Immigration & Asylum (IAAS Accredited) Level 2 Caseworker/Paralegal"

Organisation: Sutovic & Hartigan Solicitors

Location of office: 271 High Street, London W3 9BT

Closing date: 6th July 2018